

**Post-Delivery Purchaser's Requirements  
Visual Inspection Report**

Recipient Organization: \_\_\_\_\_  
 Inspection Completed By: \_\_\_\_\_  
 Inspection Location & Date: \_\_\_\_\_  
 Contractor / Manufacturer: \_\_\_\_\_  
 Vehicle Make / Model / Year / VIN / License#: \_\_\_\_\_

Item	Requirement	Inspection Instructions	Result	Remarks
Curb Weight	Maximum curb weight	Measure on certified scale	lb	
FMVSS Stickers	Affixed to vehicle	Locate sticker	Pass / Fail	
Finish and Color	Smooth body surfaces and paint	Visually inspect all surfaces for flaws	Pass / Fail	
Interior Panel Fastening	Absence of rough edges or surfaces	Visually inspect for proper installation	Pass / Fail	
Towing Devices	Provision of towing eyes (front/rear)	Verify presence of towing eyes	Pass / Fail	
Door Control	Opening time in seconds	Verify door opening time frame	Pass / Fail	
Interior Lighting	Lighting operable without engine	Switch on all interior lights	Pass / Fail	
Exterior Lighting	All vehicle lights operable	Switch on and verify lamps are on	Pass / Fail	
Fuel Tank	Fill rate and filler location	Inspect filler for easy access and check fill rate	Pass / Fail	
Chassis	Welds, axles, suspension, steering, wheels, and brakes	Inspect for leaks, and interference. Check fluid levels, welds, undercoating, air lines, brake slack, and lug nuts	Pass / Fail	
Electrical	Wiring and junction boxes	Inspect for loose or stretched wires	Pass / Fail	
Batteries	Secured and polarized wiring access for jump start	Inspect compartment and jumper cable access	Pass / Fail	
Heating, Ventilation, Air Condition HVAC	Capacity and performance	Operate AC, check compressor, condenser, flow, and temperature	Pass / Fail	
Wheelchair Access	Clear lift or ramp access, and securement area	Operate lift or ramp, inspect operation, measure areas	Pass / Fail	
Power Plant	Mounting and arrangement	Check for loose lines, leaks, and noises. Check fluid levels, belt alignment and cap fit	Pass / Fail	
Safety Equipment	First-aid kit, fire extinguisher, reverse alarm, triangle reflectors	Verify for safety equipment and accessibility	Pass / Fail	